**NCCSD Systems Modernization and Data Sharing Committee**

**July 9, 2021 – Monthly Meeting with OCSE**

**2pm – 3:30pm Eastern Time**

**Minutes**

# Distribution and Attendee List:

(**X** indicates that the member was present; **A** indicates absent)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Members | | | | | |
| X | Shannon Abernathy (SD) | X | Konitra Jack (LA) | X | Troy Sterr (WI) |
| X | Robin Arnell (VT) | X | Cynthia Longest (OCSE) | A | Patrick Stricker (OH) |
| A | Kristie Arneson (WY) | X | Dawn McNeal (IN) | X | Pratin Trivedi (MI) |
| X | Michelle Cristello (MA) | A | Shaneen Moore (MN) | A | Alexia Venafra (VT) |
| X | John Diets (WI) | X | Heather Noble (AZ) | A | Carla West (NC) |
| A | Erin Frisch (MI) | X | Lily Patteson (KY) | X | Astra Wilson-Kirksey (NC) |
| X | Kevin Guistwite (MD) | A | Sean Rosenthal (IL) |  |  |
| A | Holli Hagen-Rice (OK) | A | Chad Shook (MS) |  |  |

# Discussion Items:

1. **Current Support Tableau Report**

* Cynthia updated the group with the attendance from the Current Support webinars that occurred on Tues. June 22 & Thur. June 24. 33 states were represented with 23 IV-D Directors and 84 total state attendees. The Thursday group saw the report with FFY2020 statistics temporarily loaded. The Data Analytics site on the Collaboration Tool has all of the documents loaded. The report there now only goes through FFY2019 but it will be updated as soon as QA on the FFY2020 data in the report is finalized. Joey and Cynthia received quite a few follow-up emails, either from people registering for the Collaboration Tool or volunteering their state for a “use case” for future reports.

1. **New Collaboration Tool Site**

* Cynthia updated the group that training for the new “State Systems Information (non-confidential)” site on the Collaboration Tool will take place at the NCCSD Annual Meeting (at the business meeting on the afternoon of July 22nd). The site has all of the training materials from the DSTS webinars for the Streamlined Feasibility Study training last September and the APD 101/201 training last December. The recordings as well as PowerPoints and other relevant materials are in the new site. The State Characteristics Matrix – General is there as well. The “go live” date for the new site is July 19.

1. **Update from Raghavan (if there is one)**
   * Robin shared that Raghavan emailed with a definite topic and date for the next DSTS webinar – Certification on Thursday August 26 from 1-3 Eastern time. IV& V will be the topic for another webinar in September – either Sept. 9 or 23. A “Save the Date” for August should be going out soon.
2. **Member Expertise Inventory Form**
   * Robin reminded all members to complete our brand new [Member Expertise Inventory Form](https://forms.office.com/g/yRxrqkRcPB) at their earliest convenience.
3. **State Sponsored Lessons Learned Webinars**

* Robin and Cynthia updated the team on the plan for this webinar series including the duration and presenters for each of the 5 webinars and the plan to have one individual team meeting with each webinar team and then a polishing meeting with all presenters at our September committee meeting (and extending this meeting to 2 hours).
* Robin and Cynthia asked for input from the team on:
  + All dates to avoid for webinar series in October and November (remembering that we want to do this in the afternoon (i.e., 1-4pm EST) to allow all time zones access). Conflicts and general comments:
    - Monday 10/11 – Columbus Day
    - Wed 10/27 ERICSA/WICSEC joint IJ fair
    - Thur/Fri 11/11 & 11/12 Veteran’s Day long weekend
    - WICSEC shouldn’t be a conflict as it is the end of Sept.
    - In general Fridays are probably better. Heather mentioned that since they are in the middle of their project, Mon-Thur are heavy project days.
    - Kevin mentioned that October in general is busy for them with their project schedule.
    - The order of the webinars was discussed, and it was agreed that Certification could really go anywhere if speaker scheduling is an issue. The other four ideally would be in order but moving them around because of speaker conflicts may be inevitable.
  + Robin and Cynthia did a quick review of the survey we are considering having the presenters complete before our September committee meeting to give us a sense of on what they will be presenting:

<https://www.surveymonkey.com/r/PresentonWhichQs>

1. **Rescheduling September Meeting**

* It was agreed that rescheduling the September meeting and making it a 2-hour long meeting (since SLLW webinars presenters will be invited and we’ll be fine-tuning the plan for the webinar series) makes sense. The group decided to move the meeting to 9/17 and start at 1pm eastern for the 2 hour meeting.

#### Next Meeting: Friday, August 13, 2-3:30 Eastern.